



STATE OF DELAWARE  
DEPARTMENT OF STATE  
DIVISION OF LIBRARIES  
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DOVER, DELAWARE 19901

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May 17, 1993

Public Hearing on Determining Public Library Geographic Service Areas

Tuesday, May 18, 1993  
10:00 a.m., Division of Libraries (DDL), Dover

The hearing regards the identification of population and square miles served by Delaware public libraries. This information is required for appropriating State Library Standards funds.

According to the Delaware Code, Title 29, Section 6602, the formula used for determining the allocation of State aid to public libraries includes the statement, "The geographic area served shall be determined by the Division with the approval of the Council in their sole discretion."

Background

At the November 22, 1991, meeting of the COL, Council passed a motion for the State Librarian to develop a Request for Proposal (RFP) for review by Council to invite bids on the development of criteria for determining library service areas for public libraries. At the January 10, 1992, meeting of COL, the State Librarian presented Council with a draft RFP for their review. In February 1992, an RFP was issued to six institutions of higher education.

Based on a positive response to the RFP from the University of Delaware Center for Applied Demography and Survey Research, the COL, at their meeting of May 8, 1992, authorized the State Librarian to negotiate for and go forward with a geographic area study. A Letter of Agreement was signed between the DDL and the University of Delaware on August 20, 1992. On October 27, 1992, a copy of the Letter of Agreement was mailed to all public and county library directors with an invitation to attend a public hearing. A public hearing was conducted by the COL at their meeting of November 10, 1992, seeking input as a preliminary step to the study.

On January 8, 1993, Ed Ratledge, Executive Director of the Center for Applied Demography and Survey Research, provided to the State Librarian a report on his preliminary findings on defining library service areas. At the January 12, 1993, meeting of COL, Ed Ratledge presented his preliminary findings and recommended a workshop to explore and understand the options available. Council appointed a COL Subcommittee to review the options and participate in a workshop. On January 28, 1993, the COL Subcommittee met to review the options and provide Ed Ratledge with direction in planning a workshop. On March 8, 1993, Ed Ratledge presented a workshop for the COL Subcommittee detailing the outcomes of several options available for determining service areas and populations served.

Based on the final determination by the COL Subcommittee on what criteria should be used, Ed Ratledge produced a table detailing population

served, and average and maximum distance served by each library. At the March 16, 1993, meeting of COL, the COL Subcommittee report was presented and accepted by COL. A public hearing was set for the COL meeting of May 18, 1993.

#### Findings of the COL Subcommittee - Conclusions

The COL created a subcommittee to work with Ed Ratledge to recommend to COL how the State should determine the square miles and populations served by Delaware's public libraries. Regarding the State's role in funding public libraries, the subcommittee concluded that:

1. Delaware Code, Chapter 66, allows the Division of Libraries and the Council to determine what public library services are eligible for State aid and to determine public library service areas;
2. all citizens in Delaware and all square miles should be assigned to a library service area;
3. an objective, formula driven statistical model should be used to determine service areas;
4. the library which is closest to the residence of each citizen should be supported with State funds;
5. based on Ed Ratledge's review of the literature, most library users will travel no more than 6 miles or 15 minutes to use a public library;
6. libraries offer free access to a wide variety of services to all citizens, consequently the State should support the library services closest to the place of residence;
7. bookmobile services in Kent and Sussex Counties should receive State aid recognizing their contribution to library development;
8. the use of circulation or other library use statistics are not adequate and/or not verifiable on a statewide basis to determine use patterns and service areas;
9. since library use statistics are not verifiable statewide, the use of libraries based on the nearest to employment, traffic patterns, summer residents, or non-resident users can not be determined in an objective and statistically valid manner; and
10. being fair to all public libraries, bookmobiles, and county department of libraries required a simple, objective method of allocating State aid.

#### Findings of the COL Subcommittee - Criteria and Definition

New Castle County - One person / one library / closest distance

- A. The population considered is the resident population, as determined by the 1990 Census, residing in the service area of the library;
- B. The service area is defined as the collection of census blocks that are the closer to that library than to any other library;
- C. There is no restriction that service areas stay within municipal boundaries;
- D. Persons residing in New Castle County census blocks that are closest to Smyrna but are outside of the 6 mile limit are assigned to the closest library in New Castle County.

Kent and Sussex Counties - One person / one library / fixed distance (6 miles)

A slight variation of the New Castle County option is required for Kent and Sussex Counties so that bookmobile services are eligible for State aid in recognition of their supporting the "development of statewide public library services."

A. The population considered is the resident population, as determined by the 1990 Census, residing in the service area of the library;

B. The service area is defined as the collection of census blocks that are within 6 miles distance of a library. Residual blocks are assigned to the county bookmobiles.

C. There is no restriction that service areas stay within county or municipal boundaries.

Definition

A resident of the State as defined by the U.S. Bureau of Census:

"Each person included in the census was to be counted at his or her usual residence -- the place where he or she lives and sleeps most of the time or considers to be his or her usual home. If a person has no usual residence, the person was to be counted where he or she was staying on April 1, 1990.

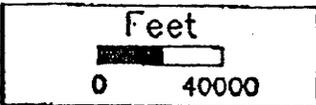
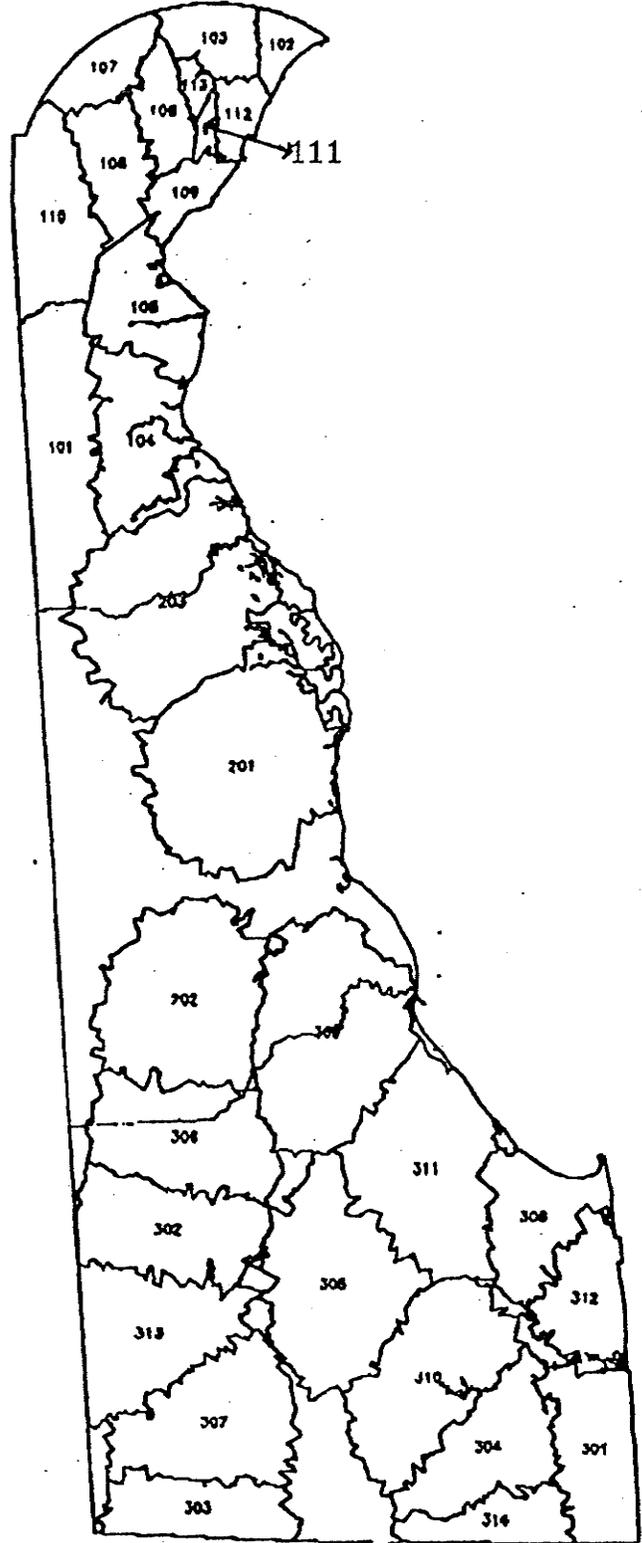
Persons temporarily away from their usual residence, whether in the U.S. or overseas, on a vacation or on a business trip, were counted at their usual residence. Persons who occupied more than one residence during the year were counted at the one they considered to be their usual residence. Persons who moved on or near Census Day were counted at the place they considered to be their usual residence."

Please Note: Census blocks were assigned based on the library closest to the geographic center of each block.

Attachments

Attached are 2 sheets. Table 1 provides (a) the population served by each public library site and bookmobile, (b) the total square miles of each service area, and (c) the average and maximum distance of each service area. Sheet 2 provides a map of the proposed service areas.

Center for Applied Demography and Survey Research  
Proposed Library Service Areas(05/14/93)



ID	Library	Population Served	Square Miles	Average Distance	Maximum Distance
101	Appoquinimink	8602	76.882	2.51	8.61
102	Claymont	42702	12.1052	1.28	3.21
103	Concord Pike	30687	23.3388	1.47	4.08
104	Corbit Calloway	4687	57.706	2.61	7.71
105	Delaware City	8029	42.639	3.23	5.91
106	Elsmere	37009	20.4433	1.19	3.81
107	Hockessin	21872	23.396	1.77	4.61
108	Kirkwood Highway	73609	31.049	2.07	4.71
109	New Castle	35726	16.086	1.97	4.07
110	Newark	80987	55.79	2.34	6.52
111	Wilmington La Bib.	26448	4.4358	0.64	2.33
112	Wilmington Central	47337	12.5733	1.15	3.16
113	Wilmington Wood.	20047	5.3988	0.64	2.5
	New Castle County	437742	381.8432	1.65	8.6
201	Dover	60786	129.361	2.44	5.99
202	Harrington	11294	100.064	2.91	5.99
203	Smyrna	17045	120.051	2.11	5.93
299	Bookmobile	18374	228.755	7.16	12.4
	Kent County	107499	570.231	3.34	12.4
301	Bethany Beach	6519	54.935	3.22	5.94
302	Bridgeville	5148	64.693	2.55	5.95
303	Delmar	4096	41.546	2.29	5.91
304	Frankford	6720	59.617	2.84	5.95
305	Georgetown	9266	99.901	2.21	5.99
306	Greenwood	4121	71.009	2.65	5.99
307	Laurel	10354	78.675	1.84	5.96
308	Lewes	9180	48.67	2.26	5.96
309	Milford	18112	117.603	2.31	5.99
310	Millsboro	9077	87.445	2.63	5.98
311	Milton	6970	99.442	2.72	5.86
312	Rehoboth Beach	6993	41.042	2.39	5.98
313	Seaford	16935	72.138	1.87	5.71
314	Selbyville	3125	28.21	1.74	5.98
399	Bookmobile	4311	82.44	6.65	9.44
	Sussex County	120927	1047.366	2.49	9.44
	State	666168	1999.4402	2.08	12.4

Adopted by Council On Libraries on April 15, 2002 as an addendum to May 17, 1993 Public Library Geographic Service Areas.

MEMORANDUM

To: DE Division of Libraries, DE Council on Libraries  
From: Richard Krueger and Sheila B. Anderson  
Re: Joint decision regarding library service areas  
Date: April 22, 2002

Sheila B. Anderson, Zachery Carter, Tony De Prima, Dr. Morris Eskenazi, Richard Krueger, Robert McLeod, and Harry Van Sant met and came to an agreement about library service areas. We decided that all city of Dover residents should be included as part of the service area for the Dover Public Library.

Our decision was presented to the DE Council on Libraries in April 2002. The following text, provided by Anne Norman, Acting Deputy Director of the DE Division of Libraries, summarizes our agreement.

“At the April meeting, COL voted to approve an addendum to the May 17, 1993 document determining Public Library Geographic Service Areas to accommodate an agreement between the City of Dover and Kent County regarding the Library Service Area acknowledging that library services are an integral part of the City of Dover government.”

Sheila B. Anderson

*Sheila B. Anderson*

Signature

4-29-02

Date

Richard Krueger

*Richard Krueger*

Signature

4/29/02

Date

# Memo

**To:** Council on Libraries  
**From:** John N. Phillos  
**CC:** Anne Norman, Acting Deputy Director  
**Date:** 4/11/2002  
**Re:** Service area boundary

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At the council meeting held on 19 March 2002 I was asked to determine the boundary between the service areas of the Dover Public Library and the Kent County Department of Libraries facility located south of Dover. There were also several other requests made at this meeting including determining the populations of the city of Dover and of the Capital School District. Attached you will find several items as follows:

The first map shows the southern boundary of the City of Dover outlined in yellow. The green line shows the division of the service areas for the two libraries. This shows the areas within the city limits that have been assigned to Kent Co.

The second map is a detail of part of this area.

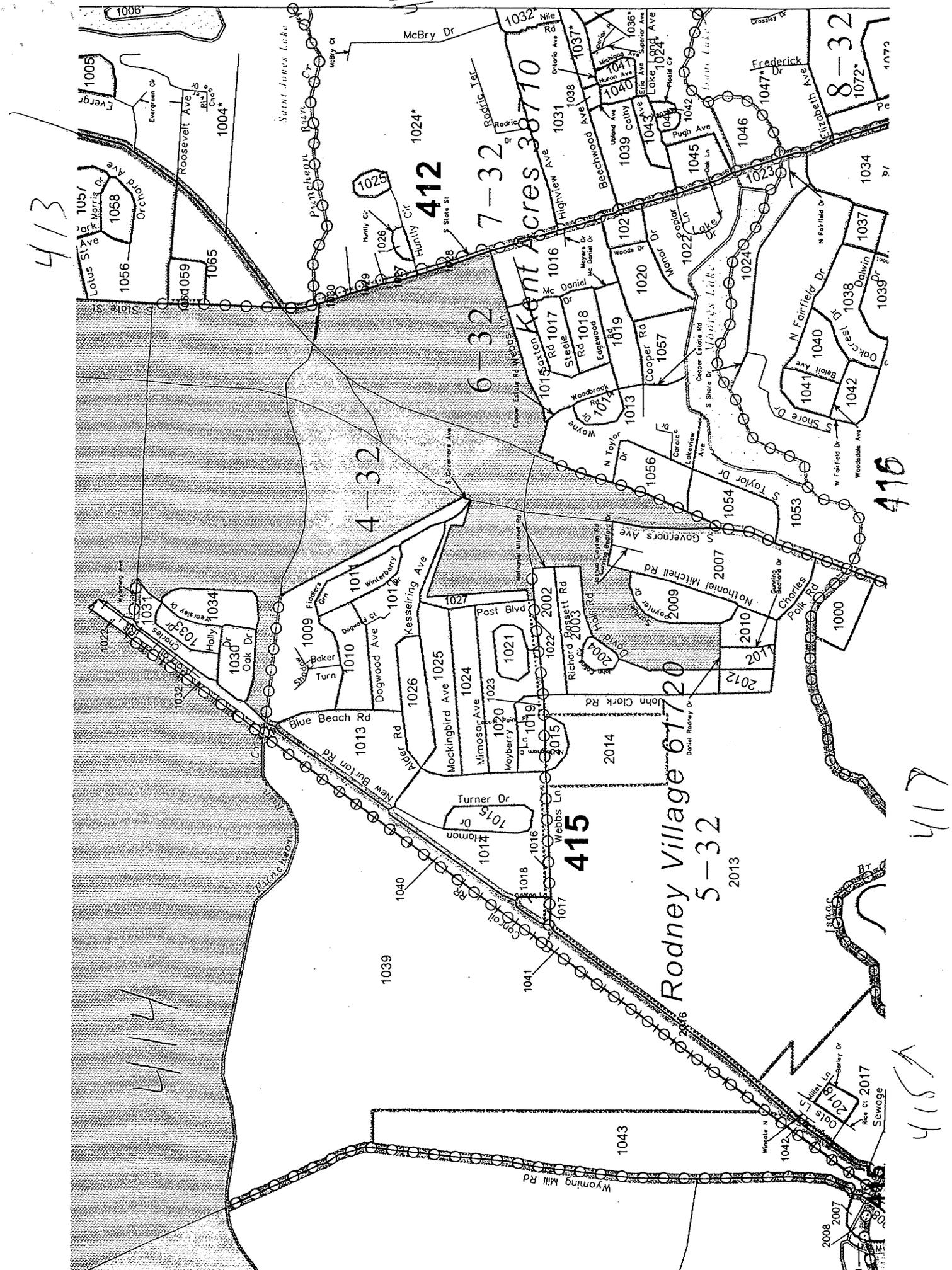
The third map is a street map of the area

The fourth show the boundaries of the Capital and Caesar Rodney School Districts.

Using US Census figures for the disputed areas of the City of Dover that are assigned to Kent Co. Library I determined that there are 1,464 people living in this area. At \$.30 per person this amounts to \$439.20 per year in State Standards money. Also the total area is less than two square miles and so it would account for less than \$20.00 in additional Standards money. The loss to Dover Public Library represented by this area of the city is probably less than \$450.00 per year.

As the City of Dover amounts to only part of the Dover Public Library's service area I did not try to determine this population. I also did not determine the population of the Capital School District as there is no other library in Delaware that has a service area that is exactly contiguous to its local school district. If the City of Dover wishes to know this number I suggest it contact the school district directly.

A copy of the first map and the information on the population of the disputed area has been given to representatives of both the Kent Co. Department of Libraries and the Dover Public Library.



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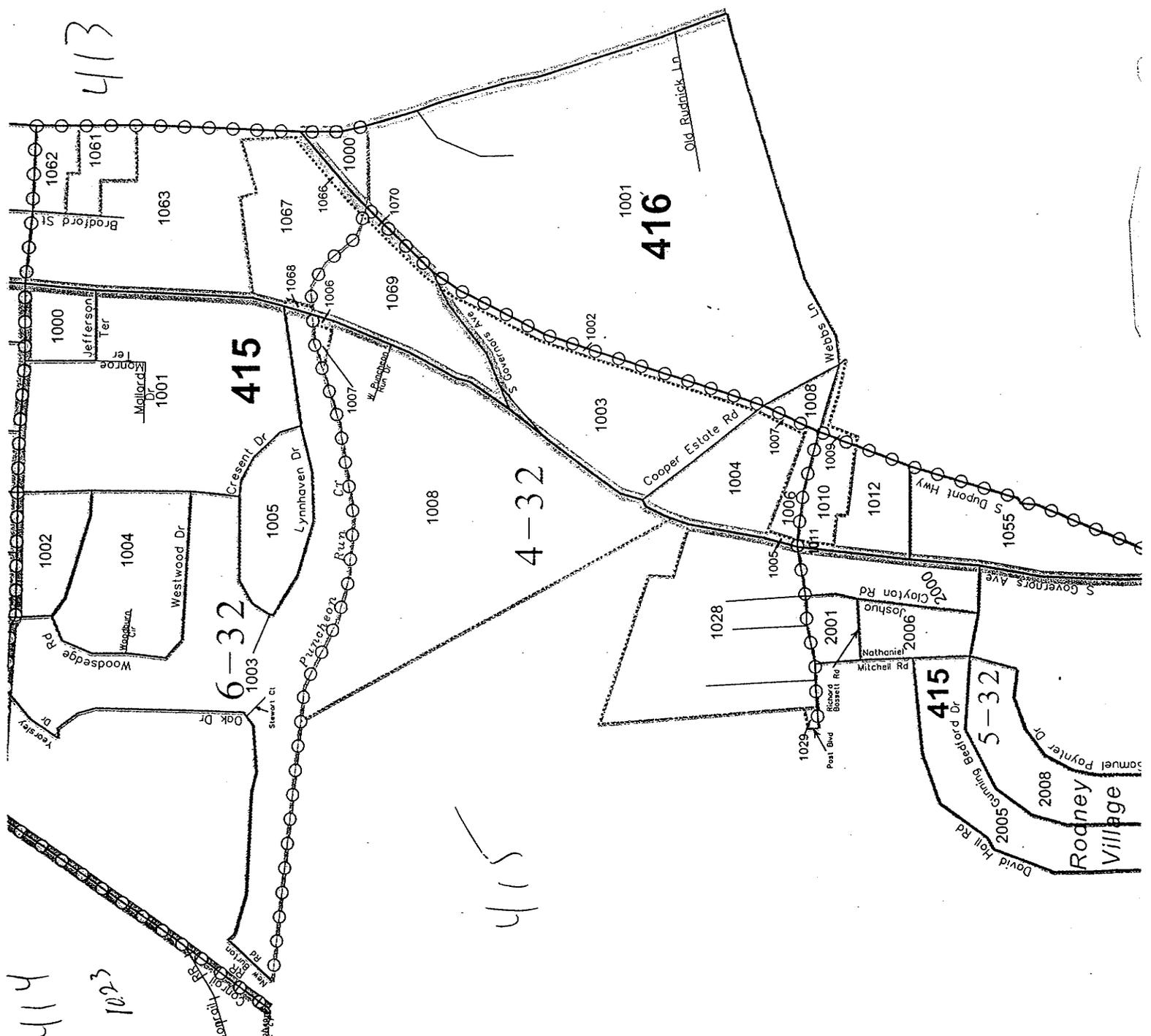
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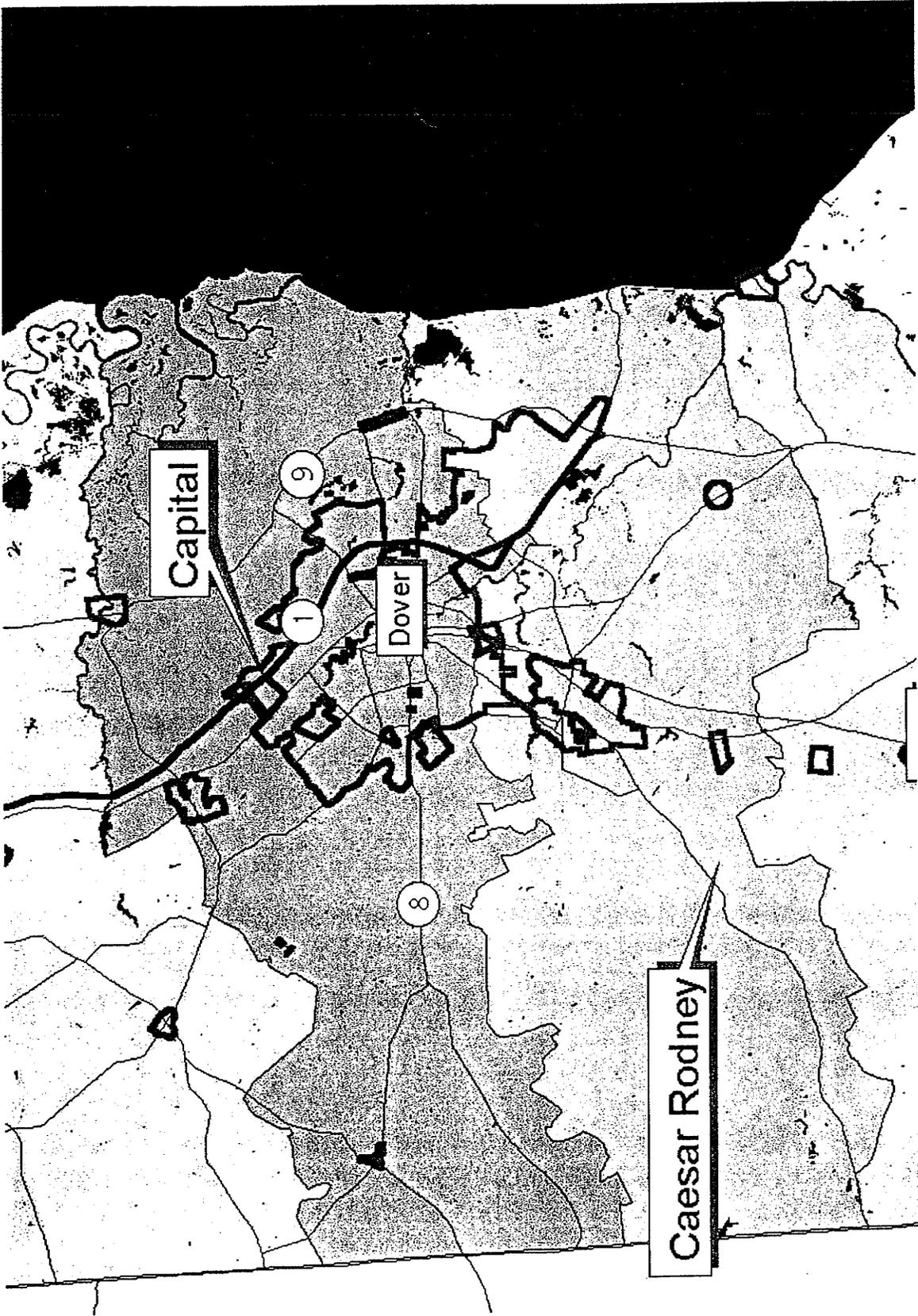
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STATE OF DELAWARE  
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**Council On Libraries**  
DIVISION OF LIBRARIES  
121 Martin Luther King Jr Blvd N  
Dover DE 19901

March 3, 2022

Council On Libraries motion:

Dr. Peg Prouse moved / Dr. Hilary Welliver seconded, motion passed:

To establish a Library Service Area for the Route 9 Library & Innovation Center based on the updated maps (attached) provided by John Laznik, University of DE.

Summary:

The updated Library Service Area maps for the New Castle Public Library and Route 9 Library keep the New Castle Public Library “whole” with no reduction in Library Standards. Present at the meeting and supporting this solution were Julie Kirk, Director, New Castle Public Library, and Diana Brown, NCC Library Manager.

